



Meeting Notes

Meeting Title	Brookings Figure Skating Club
Date/Time Start	Jan 14, 2024 at 3:00 PM
Date/Time Stop	Jan 14, 2024 at 5:00 PM
Location	Larson Ice Arena
Categories	Competition Chair, Fundraising Chair, New Business Old Business, President's Report, Secretary's Social Director, Treasurer's Report, VP's Report membership Chair
Attendees	Chris Buus, Trish Matson Buus, Fred Hatton Dana Hudson, Jodie Louwagie, Janice Nielsen Shannon Rasmussen
Apologies	Lilly Estling, Julie Underwood
Minutes by	Fred Hatton

Additions to Agenda

Learn to Skate update

Take over the management of the Learn to Skate Program.
 Raise funds for the BFSC and secure a discount for ice time.
 Insure the program is ISI compliant.
 Recruit future skaters into the ranks of the BFSC.

Create two new positions
 Head Coach
 Managing Director

Head Coach

Work with the managing director to plan and coordinate all Learn to Skate programs.

Oversee alignment of club programs with the Ice Sports Industry skating program.

Collaborate with the managing director on written reports for the board of directors.

Recruit, schedule and supervise coaching staff.

Managing Director

Collaborate with coaching staff to plan and coordinate all Learn to Skate programs.

Oversee alignment of club programs with the Ice Sports Industry skating program.

Maintain positive relationships with coaches and parents and act as a liaison between coaches, parents and the board of directors.

Attend monthly board meetings and provide written reports to the board of directors.

Work with the head coach in regards to the recruitment, scheduling and supervision of coaching staff.

Develop continued education and annual training plans for coaches.

Communicate effectively, both formally and informally, with skaters, volunteers, coaches and officials. This includes communications through various methods, including social media.
Ensure that all payments are made on time.

Uplifter member management software

Junior Board Reps

Looking for building blocks for the program. Chris suggested that the board start with one member picked at random to start. Several skaters were suggested for the role. Jodie stated that the board should focus on keeping the lines of communication with all skaters and parents with the board. The junior Board Rep should not be a bottle neck for communication. An older skater would be able to pass on to younger skaters.

The board picked a senior skater for the position. And the president will visit with her.

Past Ice Show picture refresh

The board looked at options for replacing the cast photos on display in the ice arena. Snap replacements frames will cost \$140/each. The posters 36" H X 48" @ \$75 each.

Shannon made a motion to buy three new snap frames and update the older pictures next year. The new frames will house the composite pictures from the last three years.

Voting Results

Proposed by: Shannon Rasmussen
Vote Result: **Approved**

Seconded by: Janice Nielsen

Secretary's Report

Minutes

Voting Results

Proposed by: Jodie Louwagie
Vote Result: **Approved**

Seconded by: Shannon Rasmussen

Treasurer's Report

Monthly Activity

Balance sheet was shared with the board.

CD review (Renews again 8/24)

Competition Chair

Competition date (2/24/24-2/25/4)

Last year there were no printed copies of the program, instead there was a QR code to download a digital program for the competition.

Promotion of Competition

Event is on entry ease, Shannon asked Amy to place competition on the ISI website. Shannon will apply for grant through Visit Brookings. Record attendance this year, 88 attendees vs 63. Ten team event this year vs six last year. 324 events this year vs 254 last year. 28 Brookings skaters this year vs 18 last year.

Coaches, judges, referee meal

Rebecca Barber will head up this project. Scholarship? Chris will talk to Park and Rec about the room for hospitality. Chris will also talk about the locker rooms.

Program

Program was finalized by Katie on Friday morning, Amy Flater also approved the program on Friday. Shannon to send out final programs and sign up genius out after meeting approval.

Concessions

This has been set up. Shannon will confer with the concessions managers Mon the possible numbers for the competition.

T-Shirts

The option was taken off the entry form and was not placed back on. Is a t-shirt necessary? Shannon does have the skater gift. It is a key chain with skates, the name and the quote "Skaters gonna Skate".

Sponsorships: The names of sponsors would be placed on the back of event shirts. The form says the advertisement will appear on the Ice Show t-shirt. The sponsors will not need to appear on the competition t-shirts.

The board decided to send out an email saying that t-shirts will be available to order by a certain date.

Scholarships

Jodie sent link to SR for Visit Brookings to apply

Janice and SR to work on Thrivent for \$250 which could cover the cost of the hospitality room meals.

Judges

Amy Flater will be the referee for the competition, her participation was secured in October. The coaches of the five other clubs that will be in attendance have offered to assist.

Ice Show Chair

Timeline

Program Ads

Sponsorship income vs. ad sales

Membership Chair

General Membership information

As of Jan 1st total members is 85, 73 skaters , one associate member. 12 coaches (one also a skater). Of the 12 coaches we have a wide range of abilities.

Why did the two skaters quit. One tried the program and quit early in the season.

If skaters join the club and expect a learn to skate program, we will be having a learn to skate soon.

Some will try and not enjoy skating.

We have strived to make each skater feel welcome and the club has taken steps towards that goal. Reach out to the families and skaters.

Fundraising Chair

Spring raffle

Items for the raffle, it was suggested. Two gift cards (Visa, Amazon)

Start selling tickets in March.

Donations (gift cards) from Hy-Vee, Lowes, and Walmart

Other Fundraising Opportunities

Pizza Ranch will check on date

Qdoba for fundraising

Eileen's cookie dough

Sponsorship Update

Platinum

SoDak Labs

Gold

TruCount

Silver

Sanford Health

Meyer Orthodontist

First Bank & Trust

Bronze

Valero Renewable Fuels

Clark Drew Const

Paul Kruse Insurance

Working on thank you notes and will have the skaters sign them for a personal touch.

President's report

Senior Pictures

Chris is working on this.

Warming room

Progress on the Larson Family Foundation application

Costume Closet

This is the procedure going forward....

If you have a key or are a member of the board, you have full access to the costume closet.

You must take a picture of what you take.

And a picture of the item being returned

Instructions should say where to hang the costume when you return it.

Chris stated that the costume closet needs to be tagged and organized.

The closet has been under utilized and needs to be organized

Place a sign outside of the door on how use the closet.

VP Report

Volunteer Points

Points tracking...

26% of points have been completed to date.

Seven families with new points at "0".

Take time to mention the points system to new families

Year End Party

Reached out to Rebecca, with a rough estimate of numbers.

Summer Camp

Jodie has had conversations with Max and talked about other coaches...

Start with Max and end with someone else.

Old Business

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New Business

Park and Rec Expo

Next Meeting will be February 4th at 4:00 PM

Adjourn

Voting Results

Proposed by: Jodie Louwagie

Seconded by: Shannon Rasmussen

Vote Result: **Approved**